



CURRICULUM VITAE
JACKI SAUNDERS
MRICS, FCIQB, MCI Arb

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BRIEF SUMMARY

Jacki has considerable expertise and operational experience in Quantity Surveying and Commercial Management. Her experience extends to a wide variety of contracts, including commercial and retail developments, healthcare facilities, industrial premises, defence, infrastructure, housing and airports. She has in-depth knowledge and experience both, of industry standard forms of contract such as the NEC, JCT and FIDIC forms and complex bespoke construction, PFI and technical facility management agreements.

SPECIALISATIONS

- In depth knowledge and experience of industry standard forms of contract, bespoke construction and facility management agreements.
- Extensive experience in analysing, drafting and negotiating of forms contract to manage and mitigate risks.
- In-depth reviews of current contract performance and development of actions for improvements.
- Pre-qualification and tender bid process including negotiations during bid stages.
- Full re-validation and set up of new contracts to ensure successful delivery and financial reward.
- Profit improvement measures to maximise return and minimise risk.
- Commercial control of costs, changes, additional works and projects.
- Efficient and effective procurement of specialist subcontractors and suppliers.
- Communicating and delivering training in all aspects of commercial management.
- Development and maintenance of effective cost management processes.
- Establishment of procedures for management of payment, WIP, invoicing and debt control.
- Maintaining long-term customer relationships and negotiating contract renewals and extensions.
- Efficient and effective demobilisation of completed contracts.
- Time Management and observation of deadlines.
- Proactive attitude to dealing with challenges and resolving issues.
- Methodical, organised, and structured approach to workloads.

HIGHLIGHTS AND RECENT EXPERIENCE

- Successful and profitable commercial management of contracts under different terms and conditions, cost models and sectors.
- Creation and implementation of commercial processes to improve profitability and cash flow including: initial contract revalidation and set-up, profit achievement and improvement actions, procurement plans, proactive cost control, cash flow optimisation and risk management.
- Providing business development managers with timely, clear and concise advice on contractual risks in tenders. Advising and assisting in mitigating risks in the bid and clarifications in the tender submission.
- Communicating complex contractual arrangements and contract risk profiles to a foreign parent company, insurers, Board of Directors and Senior Management. Achieving agreement of terms and conditions of contracts within the risk profiles set by the shareholders, Board and insurers.
- Communicating the requirements of complex contractual rights, obligations and procedures to all persons involved in the contract at all levels and, where appropriate, to key members of the supply chain. Ensuring that the risks, rights and obligations are clearly, concisely and effectively communicated using the tools appropriate to the personnel and the situation, for example: by providing comprehensive clear guidance notes, risk registers and workshops.
- Negotiation and agreement of joint ventures, consultancy agreements, parent company guarantees, collateral warranties and performance bonds.
- Ensuring the proper engagement of supply chain specialists. Mitigating risk to the business by ensuring that upstream obligations are included in supply chain contracts. Drafting, negotiating and agreeing supply chain contracts. Ensuring that the subcontract documents and orders are properly prepared, signed and processed.
- Taking over the commercial responsibility for a £40m design and installation building services company being closed. Successfully completing, negotiating and agreeing final accounts on £22m of contracts. Full profit realised and payments made in full.
- Drafting and negotiating numerous forms and types of contract with clients, advisors and the supply chain, including contracts for: consultancy, multiple specialist services, design, installation, collaboration agreements, joint ventures, warranties, guarantees and dispute resolution procedures. Working with clients in numerous sectors including: defence, government, health, PFI/PPP, local authority, commercial, retail, IT and industrial.
- Communicating with and training internal staff, to ensure that all persons involved in the contracts understand the contractual and commercial requirements and the actions necessary to mitigate risk and to protect the contractual and commercial position of the business.
- Undertaking responsibility for the insurance of the business and associated insurance issues and successfully reducing insurance premiums by 30% by implementing risk management controls.

CONTRACT CONSULTANCY ROLES

Jacki has been instructed on a number of disputes, a selection of which includes:

- Principle negotiator and responsible for the settlement of £106m projects in dispute over 9 months, involving the forensic examination of complex construction and building services installations. In conjunction with legal advisers and insurers, negotiating and successfully resolving, whilst maintaining client relationships.
- Assistant to Quantum Expert. For an International Contracting Organisation, providing detailed quantum analysis and information for the quantum expert's report on a dispute involving the final account for drainage and concrete frame works.
- For a major property developer, providing detailed forensic quantum analysis and information for the quantum expert's report on a dispute involving the final account for a complex refurbishment project.
- Assistant to Quantum Expert. For a Local Authority, providing quantum analysis and information for the quantum expert's report on a dispute involving the final account for a new school.
- Design and construction of new district general hospital. £80m. JCT design and build contract with bespoke PFI related amendments.
- Mechanical and electrical installations in airside terminals and aircraft facilities. £4.5m. NEC Option C with bespoke client and main contractor amendments.
- Design and construction of energy saving electrical and mechanical installations in police and fire stations. £6m over 3 years with guaranteed 10-year energy savings. JCT design and build contract with bespoke client amendments.
- Negotiation and management of numerous design and build and construction contracts varying in value from £300k to £80m in many different sectors. Forms of contract included JCT, NEC, FIDIC, DEFCONs, IChemE, Red Book.
- Design and construction of runway lighting and electrical installations. £1.2m. NEC Option A with bespoke client and main contractor amendments.
- Mechanical and electrical installations in new hotel. £3.5m. JCT Construction Management Contract with bespoke main contractor amendments.
- Refurbishment of existing hotel and offices. £4m. JCT Standard Building Contract with bespoke client amendments.
- Design and construction of mechanical and electrical airport storm water control project. £3m. NEC Option A with bespoke client and main contractor amendments.
- Installation of new beach promenade and associated roadworks and civil engineering. £10m. FIDIC red book.
- Mechanical and electrical installations in airport buildings and terminals. £2m. NEC Option A with bespoke client and main contractor amendments.

EDUCATION AND PROFESSIONAL MEMBERSHIPS

- Member of the Royal Institution of Chartered Surveyors (**MRICS**)
 - Member of the Chartered Institute of Arbitrators (**MCI Arb**)
 - Fellow of the Chartered Institute of Building with Distinction in Project Management (**FCIOB**)
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CAREER SUMMARY

November 2017 to Present	Somerset Consult – Senior Consultant
2009 – November 2017	Imtech Inviron - Company Commercial Manager
2007 - 2009	Navigant Consulting Europe - Associate Director
1994 - 2007	Sulzer Infra UK – Commercial Director and Company Secretary
1982 - 1994	John Laing Construction – Managing Commercial Surveyor

OTHER ACHIEVEMENTS AND POSITIONS HELD

- Speaking about contract arrangements, risk allocation and procurement at seminars given by the Royal Institution of Chartered Surveyors, with paying attendees.
 - Actively participating in the RICS Building Services Business Group, including the publication of the RICS guide to the procurement of building services.
 - Actively participating in the HVCA and ECA legal and contractual and building services groups.
 - Publishing guides to contractual risks in construction and service and maintenance.
 - Actively participating in the RICS Construction Contracts Business Group, involving participation with the government contracts boards and drafting panels.
 - Publishing papers explaining forms of contract and their contents in industry publications.
 - Chairing the Trustee Board of a final salary pension scheme, value £145m. Acting as a trustee of final salary and defined contribution pension funds.
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REFERENCES

These can be provided on request.
